

THORNTON STEWARD INSTITUTE FOUNDATION

England & Wales · Charity number 1172820

Details

Status	Registered
Legal form	CIO
Registered	2017-05-02
Register	View on the Charity Commission register

Contact

Address	Moor Linch Thornton Steward Ripon North Yorkshire HG4 4BB
Phone	01677460066
Email	info@thorntonsteward.org.uk
Website	http://www.thorntonsteward.org.uk/

Activities

Objects: THE OBJECTS OF THE CIO ARE TO RUN AND MAINTAIN THE THORNTON STEWARD INSTITUTE AND TO PROMOTE FOR THE BENEFIT OF THE INHABITANTS OF THE CIVIL PARISH OF THORNTON STEWARD IN NORTH YORKSHIRE AND THE IMMEDIATE NEIGHBOURHOOD (THE AREA OF BENEFIT) WITHOUT DISTINCTION OF SEX, SEXUAL ORIENTATION, AGE, DISABILITY, NATIONALITY, RACE OR POLITICAL, RELIGIOUS OR OTHER OPINIONS, THE PROVISION OF FACILITIES FOR:(1) RECREATION OR OTHER LEISURE TIME OCCUPATION OF INDIVIDUALS WHO HAVE NEED OF SUCH FACILITIES BY REASON OF THEIR YOUTH, AGE, INFIRMITY OR DISABLEMENT, FINANCIAL HARDSHIP OR SOCIAL AND ECONOMIC CIRCUMSTANCES OR FOR THE PUBLIC AT LARGE IN THE INTERESTS OF SOCIAL WELFARE AND WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE OF THE SAID INHABITANTS; (2) THE PROMOTION OF LITERATURE, SCIENCE AND THE FINE ARTS AND FOR GENERAL PURPOSES; AND(3) THE PROMOTION OF THE INSTRUCTION, BENEFIT, INTEREST, AMUSEMENT, RECREATION, AND ENTERTAINMENT OF THE INHABITANTS.

Activities: To run and maintain the Thornton Steward Institute and to promote for the benefit of the inhabitants of the civil parish of Thornton Steward in the North Riding of the County of York and the immediate neighbourhood (the "area of benefit") without distinction of sex, sexual orientation, age, disability,

nationality, race or political, religious or other options.

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services
- **What:** Education/training, Arts/culture/heritage/science, Amateur Sport, Recreation
- **Who:** The General Public/mankind

Geography

- North Yorkshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-11-30	£3,849	£10,307	-	-
2024-11-30	£38,007	£39,964	-	-
2023-11-30	£3,003	£4,040	-	-
2022-11-30	£4,345	£4,727	-	-
2021-11-30	£630	£8,052	-	-

Trustees

Name	Role	Appointed
PAUL ANTONY BOOTH-BURKE	Chair	2020-05-24
Andrew Douglas Sharpe		2025-01-19
CAROLINE ANNE BOOTH-BURKE		2020-05-24
MARK HUTCHINSON		2017-05-02
Susan Ruth Sharpe		2025-01-19
Victoria Buczak		2024-01-21

THORNTON STEWARD INSTITUTE FOUNDATION

England & Wales - Charity number 1172820

Accounts

Thornton Steward Institute Fundation Financial Accounts
Year ending 30th November 2024

	2024/25	
Income		
Walkers	£	1,443
Yoga	£	420
Easyfundrasing	£	167
Parish Donation	£	550
		£ 2,580
Room Hire/Chair Sale	£	-
TS Social Events	£	615
TSIF Fundraising Events	£	476
		£ 1,091
Interest	£	178
		£ 178
Total Income		£ 3,849
Expenses		
Electricity	£	509
Water	£	338
Rates	£	157
Insurance	£	521
Fire Protection	£	57
Electrical Testing	£	500
Refreshments	£	295
Bar	£	787
Chimney Sweep	£	-
Consumables	£	105
Bank Charges	£	53
Building Work	£	6,984
Total Expenses		£ 10,307
Gain/Loss		£ (6,457)
Bank & Cash Balances		
Cash	£	322
Current	£	104
Savings	£	623
Total Funds c/fwd	£	1,049

THORNTON STEWARD INSTITUTE FOUNDATION

England & Wales - Charity number 1172820

Accounts



THORNTON STEWARD INSTITUTE FOUNDATION

Trustees Meeting
19th January 2025

Meeting Location: The Institute, Thornton Steward

Attendance - Trustees	Guests	Apologies
Chairperson - Paul Booth-Burke (PBB)		
Treasurer - Mark Hutchinson (MH)	Andrew Sharp (AS)	
Secretary – Caroline Booth-Burke (CBB)	Sue Sharp (SS)	
Trustee - Carol Brierley (CB)		
Trustee – Vicky Buczak (VB)		

	Item	Actions
1	Minutes of last AGM 24th January 2024 <i>Minutes Agreed and Signed</i>	None
2	Matters arising	None
3	Annual Report & Finance <i>Report Agreed & Signed</i>	None
4	Resignations	Carol Brierley resigns as trustee
5	Election of Officers	Andrew Sharp and Sue Sharp appointed trustees
6	Action Review	None
7	AOB & Close <i>Proposed meeting timing for next year – Sunday 18th January at noon</i>	None

Renovation Project

2022 - 2025

Accumulated income: 36,508.00 £
 Accumulated expenses: 19,291.82 £
 Number of relevant transactions: 31
 Number of assigned categories (income/expenses): 2 / 1
 Number of assigned tags (income/expenses): 1 / 1
 Number of distinct payers / payees: 16 / 6
 Average income per day: 24.99 £
 Average expenses per day: 13.20 £

Top 10 Categories

Income Categories Sum: 36,508.00 £				Expenses Categories Sum: 19,291.82 £			
Category Name	Transactions	Sum	Fraction	Category Name	Transactions	Sum	Fraction
1. Other Income	1	35,000.00 £	95.87 %	1. Renovation	15	19,291.82 £	100.00 %
2. Fundraising	15	1,508.00 £	4.13 %				

Top 10 Payers / Payees

Income Payers Sum: 36,508.00 £				Expenses Payees Sum: 19,291.82 £			
Payer	Transactions	Sum	Fraction	Payees	Transactions	Sum	Fraction
1. UKSPF	1	35,000.00 £	95.87 %	1. Bruce Tunstall	6	14,400.00 £	74.64 %
2. Misc	1	403.00 £	1.10 %	2. A1 Environmental	3	1,920.00 £	9.95 %
3. C Booth-Burke	1	200.00 £	0.55 %	3. The Plan Shop	2	1,365.00 £	7.08 %
4. A & S Sharp	1	177.50 £	0.49 %	4. North Yorkshire Council	2	1,162.82 £	6.03 %
5. A Farrar	1	132.50 £	0.36 %	5. VDG Planning	1	294.00 £	1.52 %
6. M Colver	1	100.00 £	0.27 %	6. MS Architects	1	150.00 £	0.78 %
7. Dickinson	1	85.00 £	0.23 %				
8. N Armoring Nash	1	65.00 £	0.18 %				
9. S Whitney	1	60.00 £	0.16 %				
10. S Brook	1	60.00 £	0.16 %				
6 more payers	6	225.00 £	0.62 %				

THORNTON STEWARD INSTITUTE FOUNDATION

England & Wales - Charity number 1172820

Accounts

THORNTON STEWARD INSTITUTE FOUNDATION

Trustees Meeting
21st January 2024

Meeting Location: The Institute, Thornton Steward

Attendance - Trustees	Guests	Apologies
Chairperson - Paul Booth-Burke (PBB)		
Treasurer - Mark Hutchinson (MH)	Parish Chairperson - Vicky Buczak (VB)	
Secretary – Caroline Booth-Burke (CBB)		
Trustee - Carol Brierley (CB)		
Trustee - Jim Brierley (JB)		

	Item	Actions
1	Minutes of last General Meeting 3rd Jan 2023 Minutes Agreed and Signed by Chair	<i>None</i>
2	Matters arising None	<i>None</i>
3	Update on Institute Building Improvement Project Planning permission approved. Awaiting quotes from builders, seem reluctant to give written quotes given economic climate. Any grant will need to be fund matched, so suggest hold off building until inflation calms. Work with known builders to get quotes in order that we can apply for grant. Target summer 2025 for building – so funding needs to be in place by end of 2024	<i>PBB to provide MH and VB copies of approved plans for quotations. MH to reach out to his building contacts to supply a quote. VB to reach out to her builder. CBB to reach out to Vicky – Village Hall fund to understand dates and</i>

		<i>whether help in finding quotations</i>
4	Kitchen damp walls, remove soil outside. Work has been scoped, need to dig out 2 ft - membrane fitted and backfill.	<i>PBB to speak to Ian about the work needed - suggest manual digging and be onsite whilst any open holes as public footpath. MH and PBB to undertake work in sections</i>
5	AOB Annual Financial shortfall Social Committee funds now go to Parish - propose to charge for usage for social events Donations from pop up tearoom for the Church - £60 Social Committee events - check electricity usage and adjust charge. Pop Up teashop/cake shop for Institute on different weekend. Bric-a-brac sale via social committee - village fete (4 th May) Look into electronic payment system. Task List Update Toilet blockage - pipe is an issue - add to maintenance list Grey Bin - as paying council tax CB has requested bin History of village books currently stored by CB / JB.	<i>Check list is complete and update volunteers - ALL. CBB to check electricity usage and adjust charging. PBB to agree charging with social committee. VB/CBB to look at additional activities specifically for Institute over summer. PBB to set up WhatsApp group for maintenance activities</i>
6	Close	

Summary of actions to be added to action tracker	
Provide copy of approved plans to Trustees ready to quote against	PBB
Trustees to reach out to building contacts for quotations suitable for grant submissions	ALL
Reach out to Village Hall funding group to establish requirements for grant submission	VB/CBB
Discuss with Ian access to rear of Kitchen and approach to remedy damp	PBB
Manual piecemeal approach to digging out and fitting membrane to be undertaken during drier months	PBB & MH
Validate task list is complete and update volunteers	ALL
Audit electric usage and ensure Institute hire charges cover basic costs	CBB & PBB
Work with social committee to look at additional fund-raising opportunities	VB/CBB

Set up Trustees WhatsApp group	PBB
Investigate cost of electronic payment system	CBB

Thornton Steward Institute Foundation 1172820
Accounts For The Year Ending 30th Nov
2023

Donations Banked	£0,822.36	
Auction Of Promises	£1,508.00	
TSPM Grant	£0,550.00	
Interest	£0,122.66	
Total		£3,003.02
Purchases		
Cash Expenses,	£0,163.08	
Water	£0,090.00	
Electricity	£0,449.49	
Fire Protection	£0,076.00	
Insurance	£0,489.25	
A.Garner,Electrical Testing	£0,543.00	
Bank Charges	£0,068.04	
VDG,Plan Shop,Coal(£151.00)	£2,023.16	
Council Tax	£0,137.70	
Total		£4,039.72

Cash +Bank B/Fwd	£9,241.84	Cash + Bank C/Fwd (Deficit	£8,205.14 £1,036.70)
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THORNTON STEWARD INSTITUTE FOUNDATION

England & Wales - Charity number 1172820

Accounts



Trustees' Annual Report

for the period

From (start date) to (end date)

Section A Reference and administration details

Charity name

Other names the charity is known by

Registered charity number (if any)

Charity's principal address

 Postcode

Names of the charity trustees who manage the charity

	Trustee Name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	MR JAMES BRIERLEY	CHAIR		THE CHARITY TRUSTEES.
2	MRS CAROL BRIERLEY			
3	MR MARK HUTCHINGS	FINANCE		
4	MR PAUL BOOTH-BURKE			
5	MRS CAROLINE BOOTH-BURKE			
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Names of the trustees for the charity, if any (for example, any custodian trustees)

Name	Dates acted if not for whole year

Section A

Reference and administration details (continued)

Names and addresses of advisers (optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (optional information)

Section B

Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg trust deed, constitution)

How the charity is constituted
(eg trust, association, company)

Trustee selection methods
(eg appointed by, elected by)

Additional governance issues (optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
 - relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Section C

Objectives and activities

Summary of the objects of the charity set out in its governing document

TO RUN AND MAINTAIN THE THORNTON STEWARD INSTITUTE AND PROMOTE FOR THE BENEFIT OF THE INHABITANTS OF THORNTON STEWARD AND THE IMMEDIATE NEIGHBOURHOOD.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

THE ORGANISATION IS DEDICATED TO ENSURING THE CONTINUED UPKEEP, MAINTENANCE AND CLEANING OF THE T.S.I. FOR THE BENEFIT OF THE INHABITANTS OF THE PARISH OF T.S. & NEIGHBOURHOOD.

Additional details of objectives and activities (optional information)

You may choose to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

[Empty box for optional information]

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

INSTALLATION OF NEW ELECTRICAL HEATERS, FOUR IN MAIN HALL.

Section E

Financial review

Brief statement of the charity's policy on reserves

RESERVES ARE HELD TO MAINTAIN THE FABRIC OF THE BUILDING.

Details of any funds materially in deficit

[Empty box for details of funds materially in deficit]

Further financial review details (optional information)

You may choose to include additional information, where relevant, about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

[Empty box for further financial review details]

Section F

Other optional information

[Large empty box for other optional information]

Section G

Declaration

The trustees declare that they have approved the trustees' report above

Signed on behalf of the charity's trustees

Signature(s)

[Handwritten signature: J. Brierley]

Full name(s)

JAMES BRIERLEY

Position (eg Secretary, Chair, etc)

CHAIR.

Date

10/12/22

Thornton Steward Institute Foundation
1172820 Accounts For The Year
Ending 30th Nov 2022

Donations Banked	£0,945.50	
RDC Grant	£2,888.00	
TSPM Grant	£0,500.00	
Interest	£0,011.74	
Total		£4,345.24
Purchases		
Cash Expenses,Coal,Shovel,Dales Sweep, Toilet Paper,Biscuits,Coffee	£0,192.42	
Water	£0,042.00	
Electricity	£0,462.12	
Fire Protection	£0,042.50	
Insurance	£0,474.26	
A.Garner(Heaters)	£3,109.31	
Bank Charges	£0,059.62	
Electrical Testing	£0,094.80	
Retirement Gifts,3 Retirees.	£0,100.00	
M S Architects (Plan of Disab.Toilet)	£0,150.00	
Total		£4,727.09

Cash +Bank	£9,623.63	Cash + Bank	£9,241.84
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B/Fwd		C/Fwd	(£-381.79)
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THORNTON STEWARD INSTITUTE FOUNDATION

England & Wales - Charity number 1172820

Accounts

Trustees' annual report for the period



CHARITY COMMISSION
FOR ENGLAND AND WALES

Period start date Period end date

Charity name Charity No (if any)

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	TO RUN AND MAINTAIN THE THORNTON STEWARD INSTITUTE AND PROMOTE FOR THE BENEFIT OF THE INHABITANTS OF THORNTON STEWARD AND THE IMMEDIATE NEIGHBOURHOOD.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	THE ORGANISATION IS DEDICATED TO ENSURING THE CONTINUED UPKEEP, MAINTENANCE AND CLEANING OF T.S.I. BUILDING FOR THE BENEFIT OF THE INHABITANTS OF THE PARISH OF T.S. AND NEIGHBOURHOOD, AND GENERAL PUBLIC.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	ALL TRUSTEES ARE ISSUED WITH A TRUSTEE PACK FOR GUIDANCE ON PUBLIC BENEFIT.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	KEEPING THE INSTITUTE IN GOOD ORDER ALLOWS MEMBERS OF THE PARISH TO ENJOY GROUP ACTIVITIES AND THE GENERAL PUBLIC TO HAVE SHELTER IN INCLEMENT WEATHER.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Achievements against objectives set	Para 1.41	RE POINTING AND NEW GUTTERING OUTSIDE, NEW PLASTER INSIDE, DECORATE AND CLEAN.
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

	SORP reference	
Review of the charity's financial position at the end of the period	Para 1.21	CHARITY STILL HOLDS HEALTHY RESERVES.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	RESERVES ARE HELD TO MAINTAIN FABRIC OF THE BUILDING.
Amount of reserves held	Para 1.22	£ 9,623
Reasons for holding zero reserves	Para 1.22	N. A.
Details of fund materially in deficit	Para 1.24	N. A.
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	NONE AT PRESENT.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:	SORP reference	
Type of governing document (trust deed, royal charter)	Para 1.25	FOUNDATION CONSTITUTION.
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO.
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	TRUSTEE RESOLUTION AT MEETINGS.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	THORNTON STEWARD INSTITUTE FOUNDATION
Other name the charity uses	NONE
Registered charity number	117 2820
Charity's principal address	THORNTON STEWARD RIPON HG4 4BB

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	MR JAMES BRIERLEY	CHAIR		THE CHARITY TRUSTEES
2	MRS CAROL BRIERLEY			
3	MR JHR. CALVERT			
4	MRS SANDRA NIX			
5	MR JOHN NIX			
6	MRS JULIA WATERMAN			
7	MR MARK HUTCHINSON			
8	MRS SUE HIRD			
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Reference and Administrative details

(cont)

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
MR JAMES BRIERLEY		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	LAND AND BUILDING KNOWN AS THORNTON STEWARD INSTITUTE.
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	THORNTON STEWARD INSTITUTE FOUNDATION, FOR THE PRESERVATION OF THE INSTITUTE.
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	LOCKED FIREPROOF CABINET.

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

Exemptions from disclosure

Reason for non-disclosure of key personnel details

Other optional information

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Position (eg Secretary, Chair, etc)

Date

